

---FINAL APPROVED---

ADVISORY BOARD ON POLYSOMNOGRAPHY

Minutes

February 4, 2011

The Advisory Board on Polysomnography met on Friday, February 4, 2011 at 1:00 p.m. at the Department of Health Professions, Perimeter Center, 9960 Mayland Drive, Henrico, Virginia.

MEMBERS PRESENT: Debbie Akers
Marie Quinn
Anna Rodriquez
Michelle Sartelle
Robert Vorona, M.D.

MEMBERS ABSENT: None

STAFF PRESENT: William L. Harp, M.D., Executive Director
Ola Powers, Deputy Executive Director of Licensing
Elaine Yeatts, Senior Regulatory Analyst
Bradley Verry, Licensing Specialist

GUESTS PRESENT: Richard A Parisi, M.D., VASM

Call TO ORDER

Dr. Harp called the meeting to order.

EMERGENCY EGRESS PROCEDURES

Dr. Harp announced the Emergency Egress Procedures.

ROLL CALL

Roll was called. A quorum was present.

INTRODUCTION OF MEMBERS

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All in attendance, including the members of the Advisory Board, Board staff and DHP staff introduced themselves.

ADOPTION OF AGENDA

Ms. Quinn moved to adopt the agenda. The motion was seconded and carried.

PUBLIC COMMENT ON AGENDA ITEMS

Dr. Parisi offered support to the Advisory Board and on behalf of the Virginia Academy of Sleep Medicine thanked them for their commitment to the profession.

NEW BUSINESS

#1. Election of Officers

Debbie Akers moved to nominate Michelle Sartelle as Chair of the Advisory Board. The motion was seconded and carried. Dr. Vorona moved to nominate Debbie Akers as Vice-Chair of the Advisory Board. The motion was seconded and carried.

#2. Brief orientation of Department and Board

Dr. Harp provided the Advisory Board members with a brief orientation to the Department of Health Professions, the Board of Medicine, the Advisory Boards, the licensing process, the disciplinary process, and the way in which information is handled at the Board. Members will be able to attend a DHP orientation in the fall.

#3. Legislative Report

Ms. Yeatts informed the Advisory board of the bills of interest from the General Assembly.

#4. Regulations

Ms. Yeatts briefly explained the regulatory process, including the timeline of how long it generally takes to complete the process and have regulations in effect. Ms. Yeatts then asked the Advisory Board members to talk generally about the requirements for education and examination, information that would be helpful in the derivation of a NOIRA. Ms. Yeatts thanked the Advisory Board members for a fruitful discussion and said she would have a draft of proposed regulations for the Advisory Board's review at its next meeting on June 10, 2011.

#5. Conflict of Interest Training

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The Advisory Board members were provided information and instructions to complete the online Conflict of Interest training.

ANNOUNCEMENTS

Dr. Harp informed the Advisory Board members that the Board staff needed a current photograph of each member for their ID badges.

NEXT SCHEDULED MEETING

June 10, 2011

ADJOURNMENT

The meeting of the Advisory board was adjourned.

Michelle Sartelle, Chair

William L. Harp, M.D.
Executive Director

Bradley Verry, Licensing Specialist